


CODIB-D-111/1.9/5  
15 August 1966

UNITED STATES INTELLIGENCE BOARD  
COMMITTEE ON DOCUMENTATION

Draft CODIB Report to USIB Re  
Report of Task Team IX - ADP Systems Library

Attached Draft of a CODIB Cover Report to USIB Re  
Report of Task Team IX is attached for your review. It will  
be on the agenda for discussion/approval at the CODIB meeting  
on 29 August 1966.

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Acting Secretary

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Report of Task Team IX (ADP Systems Library)

- References:
- a. USIB-D-39.7/6, 6 May 1964
  - b. USIB-D-39.7/5, 16 March 1964
  - c. USIB-S-13.1/4, 24 May 1963
  - d. CODIB-D-111/1.9/2, 29 December 1964

A. Background

This report and the attached final report of CODIB Task Team IX (ADP Systems Library) are forwarded pursuant to USIB direction to provide a central mechanism for collecting descriptions of intelligence data stored in an automated form and of associated computer programs and processing equipment. This is in order to facilitate the exchange of information among members of the intelligence community, to eliminate or reduce unnecessary duplication of effort in the development of automated intelligence files and their associated computer programs.

The attached report was prepared by CODIB Task Team IX chaired by a representative of DIA and participated in by representatives of CIA, NSA, DIA and Air Force. The team's effort was constrained by USIB requirements stated in reference (c) for a nine element library, DOD directives that DIA establish an ADPS library for Department of Defense, and DIA's plans to use the library of intelligence ADP systems descriptions as a management tool in discharging its world-wide responsibilities for DOD intelligence data handling systems.

B. Summary of Task Team Findings

1. General Concept

The Team approached its task with the concept that one system and a single set of reporting instructions could satisfy the combined requirements of USIB and DOD as well as DIA's management needs. The practicality of this concept was established when the task team members agreed that the USIB requirements are in fact a subset of the larger set of DOD and DIA requirements. The concept

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can be implemented by designating each reporting data element as mandatory or optional dependent upon which set of requirements it serves.

## 2. System Implementation and Operation

### (a). Information Reporting.

(1) File and program descriptions to be included in the FPCS would be prepared and submitted by each USIB agency or department in accordance with the USIB/CODIB Intelligence Automatic Data Processing System Manual, attachment 1 to the Task Team IX final report. (This manual is also being published as a DIA manual). Information would be submitted in the form of punched card decks accompanied by a machine listing of each deck. Reports would be submitted quarterly on 1 February, 1 May, 1 August, and 1 November.

(2) Each report would consist of two parts, a description of automated intelligence files and a description of the computer programs and equipment required to process the files. File description would be accomplished by seven individual card formats containing 39 unique data elements, 22 of which would be mandatory for all reporting agencies.

Card Format 1 - title of the file and pertinent information on security and handling of the file and the punched card description.

2 - geopolitical areas covered by the file.

3 - description of the file including subjects covered, currency of information, file size and growth rate, storage medium, security classification and dissemination controls, intelligence activity supported by the file, and the dates of information, file automation and file description.

4 - narrative description of the purpose of the file.

A - identification of other files on which the described file depends.

B - list of the computer programs used to process the file.

C - list of substantive data elements in the file.

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(3) Computer program description would be accomplished in five card formats containing 31 unique data elements, 21 of which are mandatory for all reporting agencies.

Card Format 5 - title of the program and pertinent information on security and handling of the program and the punched card descriptions.

6 - description of the program including status, documentation, run frequency, number of computer core locations required by the program, and the programming language used.

7 - list of minimum equipment needed to run the program.

8 - narrative description of the program and why the program is maintained.

9 - list of other programs needed to run the program.

(4) The reporting instructions drafted by the Task Team would require the use of four sets of codes. The Joint Chiefs of Staff Standard Command and Control Unit Identification Codes would be used to identify each reporting agency, department or command. ADP equipment would be identified in accordance with a modified extract from the Bureau of the Budget Circular A-55. The DIA Geopolitical Code for Intelligence Systems would be used in defining the geopolitical areas covered by a data file. The Intelligence Subject Code (Chapter Summaries only) would be used to describe the subject content of a file.

(b). Information Processing.

(1) The FPCS would be maintained and operated by the DIA for USIB and DOD. DIA will use its IBM 1410 computer and the Formatted Files System to process incoming reports to create the master library and keep it updated.

(2) DIA will produce periodic catalogs and process special requests for information from the library. The Task Team recommends that two catalogs be published quarterly, one for file descriptions and one for program descriptions. Each catalog would be published in four volumes according to security classification, i.e., SAO Controlled, SI (SSO Controlled), Top Secret, or Secret, and Confidential and Unclassified.

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(3) The Task Team proposes that instructions and procedures for requesting services from the FPCS be published later as an addendum to the USIB reporting manual.

**(c). Cost and Manpower Factors.**

(1) The Task Team was unable to develop reliable estimates of the cost of implementing and operating the FPCS. This was due largely to a lack of information concerning the expected volume of submissions to the library and the fact that the computer processing system had not been planned or developed.

(2) On the basis of an extremely limited experience in preparing one set of sample file and program descriptions, the Task Team believes that an average minimum of four hours may be required for preparation of each file or program description.

**3. System Evaluation**

The Task Team has recommended that the CODIB Support Staff, in conjunction with CIA, DIA, and NSA, be charged with planning and conducting an annual assessment of the USIB FPCS to include consideration of cost and manpower factors and system usefulness.

**C. CODIB Comments.**

(1) The Task Team's final report and the draft USIB reporting manual are satisfactory. The recommended File and Program Catalog System (FPCS) is more complex than needed to satisfy just the USIB requirements; however, the advantages of satisfying USIB requirements as a low cost by-product of the larger DOD system outweigh the major disadvantages of the system complexity which results from combining three different sets of requirements into one system.

(2) The draft reporting manual does not cover the USIB requirement for reporting "detailed information on interface with supporting communications facilities or systems". The Task Team could find no evidence of any communications system, beyond DOD's AUTOVON and AUTODIN, which would qualify for inclusion in the FPCS on the basis of their specialized support to the automated handling of intelligence information. CODIB concurs in the judgment of the team and believes that this reporting data element can be added later if necessary.

(3) Current problems in developing acceptable standardized geopolitical or country codes cast doubt on the durability of the

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DIA Geopolitical Code for Intelligence Systems included in the reporting manual. The codes proposed are now in general use in DOD and, even though they are inadequate as a community standard, their use in the USIB FPCS eliminates the necessity for attempting to gain community acceptance of an entirely new set developed for use only with the FPCS. CODIB believes that the DIA codes should be used in the FPCS until the community adopts a more satisfactory set of codes at which time an appropriate substitution can be made.

(4) Some of the information gaps which limited the Task Team's ability to estimate the cost, exclusive of reporting agency manpower, of implementing, operating and maintaining the FPCS were filled after the Team had submitted its final report. A major potential cost of the system development was eliminated by adapting the FPCS to operate on DIA's Formatted Files System, the software for which already exists. The only new software needed is that to produce special reports and printouts tailored to individual agency requirements. This is not a significant undertaking. It is estimated that approximately one man-month will be required to process reports initially to create the FPCS and that about two man-days per month will be needed thereafter to maintain it. Approximately five hours of IBM 1410 running time per month will be needed to process the FPCS and produce reports.

(5) The FPCS is based on the assumption that an orderly, continuous exchange of intelligence ADP systems descriptions will enhance community capabilities, reduce duplicative automated file development and bring about wider use of whatever automated files are developed. The validity of this assumption is still to be established. It is important, therefore, that a practical evaluation of the FPCS be conducted as soon as sufficient operational experience has been accumulated. The evaluation program must provide a factual basis for judging whether the FPCS does, in fact, serve a useful role and, if so, is the benefit gained worth the cost of system reporting, operation and maintenance. Instructions for assembling information for evaluation should be issued concurrently with promulgation of the FPCS reporting instructions.

**D. Recommendations.**

It is recommended that USIB:

(1) Approve the establishment of the FPCS as proposed in the Task Team IX final report.

(2) Approve the promulgation of Attachment 1 to the Task Team IX final report as the "USIB File and Program Catalog System

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Reporting Manual".

(3) Require that USIB member agencies and departments submit initial reports to the FPCS on 1 February 1967.

(4) Direct CODIB to plan for and conduct a comprehensive evaluation of the FPCS and submit findings and recommendations at the end of the first year of system operation.

[Redacted Signature]

Chairman

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